

## **MEETING MINUTES**

### **MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, July 8, 2015**

- I. **Call to Order & Roll Call** Vice Chair Mohsin called the meeting to order at 7:06 pm  
Present: Chair Batilo, Vice Chair Mohsin, Commissioners Kathapurkar, Manassau, Rosario, Truong  
  
Alternate Commissioners Present: Lee  
  
Absent: Beard, Leon, Sharma, Bilbao, Morel
- II. **Seating of Alternates** – Lee
- III. **Pledge of Allegiance** – Vice Chair Mohsin led the Pledge of Allegiance
- IV. **Approval of Agenda** – Staff Liaison Tim Wong noted a change to the agenda, the postponement of Item X-A Street Tree Master Plan to the August meeting. Commissioner Rosario motioned, and Commissioner Manassau seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of June 3, 2015** – Chair Batilo motioned, and Commissioner Rosario seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Vice Chair Mohsin announced that Commissioner Sharma was not present due to a loss in his family. Staff liaison Tim Wong said there is a small amount of money remaining in the budget and the commissioners agreed to send flowers on behalf of the CAC.  
  
Mr. Wong announced that the NBO award nominations are due at the end of the month and that none have been received so far. He said staff or the CAC can select candidates if necessary. Mr. Wong also recommended that the commission begin discussions of the Town Hall Meeting, scheduled for May, and announced that the City Council approved the CAC 2016 work plan.
- VIII. **Liaison Report** – Vice Mayor Montano was not present
- IX. **Commissioners Round Table** – Vice Chair Mohsin participated in the City's 4<sup>th</sup> of July event and said it was very successful.
- X. **New Business**
  - A. **Street Tree Master Plan**  
  
Item deferred to August meeting.
  - B. **National Night Out**  
  
A presentation was given to explain the purpose of National Night Out (NNO), which is to

build community, know your neighbor and to promote partnerships to build safer communities. The CAC assigned members to give NNO presentations to various city commissions. Last minute NNO assignments will be done at the August 5 meeting.

### **C. Make a Difference Day**

Vice Chair Mohsin contacted Shapell Homes and Shapell Homes has agreed to allow the City to use the space in front of the former Mervyn's store. The Lions Club insurance will be used for the event. Chair Batilo will complete the Shapell paperwork for the space and have a follow up meeting with them.

The CAC directed staff to make sure that the MADD event is listed on the CAC attendance log. They were also looking for a database/spreadsheet of the past and present vendors that participated in MADD.

### **D. Surplus City Computer Distribution**

On a periodic basis, the City upgrades its computers and the old ones are "cleaned" and reconfigured with the LINUX operating system. Information Services (IS) is looking for feedback from the CAC for their suggestions on how best to distribute these surplus computers.

The CAC discussed and recommended that the computers go to non-profit organizations, including places of assembly. Also, because the LINUX system is not very user friendly, the computers may not be appropriate for seniors.

### **Review Subcommittee Member Assignments and Update as Needed**

Make a Difference Day:	Batilo, Mohsin, Morel, Sharma
National Night Out:	Mohsin, Manassau, Truong, Bilbao
NBO Awards:	Manassau, Rosario, Bilbao, Leon (A)
Spring Cleanup Day:	Sharma, Leon, Manassau, Batilo (A)
Town Hall Meeting:	Batilo, Leon, Kathapurkar, Sharma
Tree Planting:	Beard, Kathapurkar, Bilbao

- XI. Adjournment** – The meeting was adjourned at 8:24 pm to the next meeting of August 5, 2015.